

FREEDOM OF INFORMATION ANNUAL REPORT

I. AGENCY CDC – Centers for Disease Control and Prevention
ATSDR – Agency for Toxic Substances and Disease Registry
REPORT PREPARED BY

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TITLE Public Affairs Apecialist

ADDRESS CDC/ATSDR FOIA Office, MS D-54, 1600 Clifton Road, N.E., Atlanta, GA 30333

PHONE NUMBER (404) 639-7270

ELECTRONIC ADDRESS FOR REPORT ON THE WORLD WIDE WEB:

URL – <http://www.cdc.gov/od/foia/foi.htm>

ADDRESS FOR PAPER COPIES OF REPORT:

Same as Street Address Above

II. HOW TO MAKE A FOIA REQUEST: Mail, Fax, or e-Mail to Address Below
(Describe or provide electronic address for instructions in FOIA reference guide)

A. Names, addresses, and telephone numbers of all individual agency components and offices that process FOIA requests (do not include coordinating offices; do not use persons' names - only titles):

~~CDC/ATSDR FOIA Office – Lynn Armstrong, FOIA Officer~~
~~1600 Clifton Road, N.E., MS D-54, Atlanta, GA 30333~~
~~Phone: (404) 639-7270 Fax: (404) 639-7395 e-Mail: foiarequests@cdc.gov~~

B. Brief description of agency's response time range(s):

Median time in 2005 was 30 days.

C. Brief description of why some requests are not granted:

Documents requested were protected by an exemption and release would have caused harm to the interest protected by the exemption.

Documents or portions thereof, were protected by an exemption and release would cause harm to the interest protected by the exemption

III DEFINITIONS OF TERMS AND ACRONYMS USED IN REPORT: C.

Agency-specific acronyms or other terms:

~~CDC – Centers for Disease Control and Prevention~~
~~ATSDR – Agency for Toxic Substances and Disease Registry~~

A. Basic terms (from FOIA UPDATE, Summer 1997):

_____ List is on the Department's website

IV EXEMPTION 3 STATUTES:

B. List of Exemption 3 statutes relied on by the agency during report year:

Guarantee of Confidentiality, 42U.S.C.242m(d) Section 308(d)
Public Health Security and Bioterrorism Preparedness and Response act of 2002

1. Brief description of type(s) of information withheld under each statute:

1. Has a court upheld the use of each statute? If so, cite example:

No

V. INITIAL FOIA/PA ACCESS REQUESTS (Include all requests, 3' or Pt party):

A. Numbers of initial requests (line 1 + line 2 - line 3 = line 4):

P.A.
Figures
Unknown

1. Number of requests pending at close of preceding fiscal year: 196 _____
2. Number of requests received during reporting fiscal year: 1161 _____ 73
3. Number of requests processed during reporting fiscal year: 997 _____ 73
4. Number of requests pending at close of reporting fiscal year: 164 _____ 0
(Enter this number also as Line VII.B. 1.)

B.,. Disposition of Initial Requests:

		Privacy Act
1. Number granted in full	<u>415</u>	<u>59</u>
2. Number granted in part	<u>183</u>	<u>14</u>

3. Number of full and partial denials

a. Number of times each FOIA exemption was used:

Exemption 1	<u>0</u>
Exemption 2	<u>16</u>
Exemption 3	<u>7</u>
Exemption 4	<u>68</u>
Exemption 5	<u>21</u>
Exemption 6	<u>71</u>
Exemption 7	<u>0</u>
Exemption 8	<u>0</u>
Exemption 9	<u>0</u>

4. Other reasons for non-disclosure (total)	<u>386</u>	4. <u>14</u>
		a. <u>14</u>
a. no records	<u>222</u>	
b. referrals	<u>14</u>	
c. request withdrawn	<u>61</u>	
d. fee-related reason	<u>6</u>	
e. records not reasonably described	<u>0</u>	
f. not a proper FOIA request for some other reason	<u>0</u>	
g. not an agency record	<u>25</u>	
h. duplicate request	<u>20</u>	
i. other (specify)	<u>38</u>	

VI. APPEALS OF INITIAL DENIALS OF FOIA/PA REQUESTS (include all access requests whether first or third party):

A. Numbers of Appeals:

1. Number of appeals received during the fiscal year _____

2. Number of appeals processed during the fiscal year _____

B. Disposition of Appeals:

1. Number completely upheld _____

2. Number partially reversed _____

3. Number completely reversed _____

A. Number of times each FOIA exemption used (counting each exemption used once per appeal)

Exemption 1 _____

Exemption 2 _____

Exemption 3 _____

Exemption 4 _____

Exemption 5 _____

Exemption 6 _____

Exemption 7 _____

Exemption 7(A) _____

Exemption 7(B) _____

Exemption 7 (C) _____

Exemption 7(D) _____

Exemption 7(E) _____

Exemption 7(F) _____

Exemption 8 _____

Exemption 9 _____

4. Other reasons for non-disclosure (total) _____

a. no records _____

b. referrals _____

c. request withdrawn _____

d. fee-related reason _____

e. records not reasonably described _____

f. not a proper FOIA request for some other reason _____

g. not an agency record _____

h. duplicate request _____

i. other (specify) _____

VII. COMPLIANCE WITH TIME LIMITS/STATUS OF PENDING REQUESTS:

A. Median Processing Time for Requests Processed During the Year.

1. ALL Requests (if multiple tracks used):

a. number of requests processed _____

b. median number of days to process _____

A. Status of Pending Requests (if multiple tracks are being used, report for each track as well as totals).

1. Number of requests pending as of the end of the fiscal year covered in this report (from Line V.A.4) 164

2. Median number of days that such requests were pending as of that date 130

VIII. COMPARISONS WITH PREVIOUS YEARS(S) (Optional):

VIII. COSTS/FOIA STAFFING:

A. Staffing levels:

1. Number of full-time FOIA personnel 5

2. Number of personnel with part-time or occasional FOIA duties (in total work-years) 0

B. Total costs (including staff and all resources):

1. FOIA processing (including appeals) \$330,584.32

2. Litigation-related activities (estimated)

3. Total costs \$330,584.32

Comparison with previous year(s) (including
percentage of change) (optional)_____

X. FEES:

A. Total amount of fees collected by agency for processing requests:

(Includes late '04 payments) \$37,555.99

XI. FOIA REGULATIONS (including fee schedule):

See Department's website